



# Edenbridge Town Council

Town Clerk: Christine Lane CertHE Local Policy



To: Cllrs R Bell, T Bryant, Mrs J Davison, A Layland, M McArthur, S McGregor (Chairman), B Orridge, Z Roberts Smith, J Scholey (Vice Chairman) and B Todd.

**A meeting of the FINANCE COMMITTEE will be held in Rickards Hall at 7.45pm (or shortly after) on 22 October 2018.**

---

## AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTERESTS OR PREDETERMINATION**, including any interests not already registered
3. **TO CONFIRM THE MINUTES OF THE FINANCE COMMITTEE HELD ON 24 SEPTEMBER 2018**
4. **MATTERS ARISING FROM THE MINUTES FOR REPORT AND NOT COVERED ELSEWHERE (FOR INFORMATION ONLY)**
  - 4.1 **Clarification of Street Lighting maintenance contract**
5. **FINANCIAL STATEMENT AND ANALYSIS OF RECEIPTS AND PAYMENTS**

To approve the month's Financial Statement as at 30 September 2018.  
To approve the analysis of receipts and payments, and the details of invoices for payment.  
To approve and accept the transfers into, out of and between accounts of the Capital Fund.  
To approve the Financial Comparisons to 30 September 2018.
6. **FINANCE BUSINESS**
  - 6.1 **Review of Asset Register**
  - 6.2 **Fixed Term Investment**
  - 6.3 **Review of Investments**
7. **FINANCE CORRESPONDENCE**
  - 7.1 **None**
8. **PRESS RELEASE**

Members of the public are invited to attend and there is an opportunity for public questions or statements at full Council, Planning and Transportation and Open Spaces Meetings. There is no such facility at other committee meetings. Copies of the agenda and background papers, except any exempt items, are available from Doggetts Barn before the meeting and plans can be examined there (Monday – Fridays 9am – 5pm).

## **Finance Report October 2018**

### **4. MATTERS ARISING**

#### **4.1 Clarification of Street Lighting maintenance contract**

At May Finance Committee meeting members requested the RFO to write to the street lighting maintenance company asking for absolute clarity that the price will be fixed for the next 3 years. The attached reply has been received.

**How do members wish the RFO to respond?**

### **6. FINANCE BUSINESS**

#### **6.1 Review of Asset Register**

Following the renewal of the Council's insurance in July, the Asset Register has been updated to correspond with the values on the insurance documents. A copy of the document is available at Doggetts Barn for members consideration.

**Do members approve the review of the Asset Register?**

#### **6.2 Fixed term Investment**

Following the decision at last month's meeting, prior to receiving the second half of the precept, £200,000 has been placed in a fixed term deposit for 12 months. The rate at the time of investing was 1.1% and will result in £2,200 interest payable in October 2019.

#### **6.3 Review of Investments**

The RFO has attached details of the current fixed term investments held by the Council. The second half of the precept (£248,649) was received on 28 September and £200,000 of that is the above investment. The chart also shows the Councils' total funds as at 30 September 2018 and also as at 9 October when the investment had been placed. Significant CIL funds are expected at the end of October and members may wish to seek professional advice on how this should be invested.

**Do members wish to make any comments on the review of investments and what recommendations do members suggest for the investment of CIL funds?**

### **7. FINANCE CORRESPONDENCE**

None

### **8. PRESS RELEASE**

Are there any items on the Agenda for which members would like to issue a press release?

RFO

17 October 2018

# 5.1 Financial Summary - Cashbook

Summary between 01/04/18 and 30/09/18 inclusive.

Balances at the start of the year

## Ordinary Accounts

Barclays General Account	£29,632.35
Lloyds General Account	£45,891.30
Petty Cash	£200.00

## Short Term Investment Accounts

Barclays Capital Reserves	£248,058.95
Barclays General Reserves	-£18,703.40
Lloyds TSB - Deposit Acc	£300,000.00
<b>Total</b>	<b>£605,079.20</b>

RECEIPTS	Net	Vat	Gross
Council	£25,810.13	£0.00	£25,810.13
Open Spaces	£274,136.99	£882.61	£275,019.60
Central Services	£273,699.69	£184.67	£273,884.36
Emergency Planning Committee	£275.00	£0.00	£275.00
Community Warden	£14,500.00	£0.00	£14,500.00
<b>Total Receipts</b>	<b>£588,421.81</b>	<b>£1,067.28</b>	<b>£589,489.09</b>

PAYMENTS	Net	Vat	Gross
Council	£47,357.02	£6,201.26	£53,558.28
Open Spaces	£128,044.18	£10,599.44	£138,643.62
Central Services	£159,968.78	£11,466.40	£171,435.18
Emergency Planning Committee	£26.00	£0.00	£26.00
Community Warden	£8,518.18	£154.49	£8,672.67
<b>Total Payments</b>	<b>£343,914.16</b>	<b>£28,421.59</b>	<b>£372,335.75</b>

Closing

## Ordinary Accounts

Barclays General Account	£263,136.69
Lloyds General Account	£45,891.30
Petty Cash	£200.00

## Short Term Investment Accounts

Barclays Capital Reserves	£253,980.91
Barclays General Reserves	-£40,976.36
Lloyds TSB - Deposit Acc	£300,000.00

<b>Total</b>	<b>£822,232.54</b>
--------------	--------------------

## 5.2 Received Income Transactions

between 01/09/18 and 16/10/18

Start of year 01/04/18

Paying ref.	Received date	Invoice	Gross	Vat	Net Cttee	Details
DC180901	01/09/18		£80.75	£0.00	£80.75	Rent of Mowshurst Garage
DC180903	03/09/18	Mis 629	£22.50	£0.00	£22.50	Eden Valley Museum Trust
DC180903	03/09/18	Mis 630	£1,000.00	£0.00	£1,000.00	Eden Valley Museum Trust
DC180904	04/09/18	RH1209	£258.30	£0.00	£258.30	Evolution Dance Academy
10233	20/09/18		£523.80	£14.42	£509.38	Allotment Holders
10232	21/09/18	3869	£93.20	£0.00	£93.20	Cemetery Fees
10232	21/09/18	3870	£478.05	£0.00	£478.05	Cemetery Fees
10232	21/09/18	3871	£93.20	£0.00	£93.20	Cemetery Fees
DC180921	21/09/18	Mis631	£644.70	£0.00	£644.70	Sevenoaks District Council
10232	21/09/18	RH1211	£65.60	£0.00	£65.60	E/B Fuchsia & Pelarg Soc
10232	21/09/18	RH1213	£84.40	£0.00	£84.40	Twinning Association
DC180921	21/09/18	RH12xx	£303.40	£0.00	£303.40	Evolution Dance Academy
DC180924	24/09/18		£3,000.00	£0.00	£3,000.00	Great Stone Bridge Trust
DC180926	26/09/18		£117.90	£0.00	£117.90	Memorial Tree M Green
DC180928	28/09/18		£248,649.00	£0.00	£248,649.00	Sevenoaks District Council
10234	11/10/18		£248.30	£4.05	£244.25	Sale of Brown Sacks
10234	11/10/18	1222	£49.20	£0.00	£49.20	Hire of Rickards Hall
10235	12/10/18		£2,048.75	£0.00	£2,048.75	Allotment Holders
10235	12/10/18	1217	£36.90	£0.00	£36.90	Historical Society
10235	12/10/18	1218	£49.20	£0.00	£49.20	Edenara
10235	12/10/18	1220	£211.80	£0.00	£211.80	New Life Church Biggin Hill
10235	12/10/18	1221	£65.60	£0.00	£65.60	E/B Fuchsia & Pelarg Soc
10235	12/10/18	1222	£104.85	£0.00	£104.85	Sustainable Edenbridge
10235	12/10/18	1223	£49.20	£0.00	£49.20	Hire of Rickards Hall
10235	12/10/18	1224	£35.85	£0.00	£35.85	Bridgeford & Co
10235	12/10/18	WH1272	£20.80	£0.00	£20.80	Edenbridge Rail Travellers Association
<b>Total</b>			£258,335.25	£22.22	£258,313.03	

Hire of WI Hall - paid into wrong bank account

## 5.3 Paid Expenditure Transactions

between 01/09/18 and 16/10/18

Start of year 01/04/18

Cheque	Paid date	Tn no Order	Gross	Vat	Net	Details	Heading
100109	26/09/18	39053	£111.00	£0.00	£111.00	Edenbridge Allotment Gardens	Memberships payments 3090/2
100110	26/09/18	39098	£9.89	£0.00	£9.89	The Church House Pre School	Compensation for food loss 2070/5
DD180901	03/09/18	39123	£936.72	£0.00	£936.72	Aviva	Buildings Insurance 2050/1
DD180903	03/09/18	39102	£258.00	£0.00	£258.00	Sevenoaks District Council	Non Domestic Rates Market Yard Car Park 3010/1/4
DD180903	03/09/18	39109	£317.00	£0.00	£317.00	Sevenoaks District Council	Non Domestic Rates Depot 3010/1/1
DD180903	03/09/18	39110	£258.00	£0.00	£258.00	Sevenoaks District Council	Non Domestic Rates PublicToilets 2210/1/1
DD180903	03/09/18	39117	£403.00	£0.00	£403.00	Sevenoaks District Council	Non Domestic Rates Doggett's Barn 2010/1
DD180903	03/09/18	39118	£185.00	£0.00	£185.00	Sevenoaks District Council	Non Domestic Rates Mowshurst Barn 3010/1/2
DD180903	03/09/18	39124	£52.06	£2.48	£49.58	British Gas	Electricity Public Toilets 2210/1/2
DD180903	03/09/18	39125	£187.77	£8.94	£178.83	British Gas	Electricity Rickards Hall 2220/1/2
DD180903	03/09/18	39126	£186.11	£8.86	£177.25	British Gas	Electricity Doggett's Barn 2010/2
DD180903	03/09/18	39127	£218.44	£10.40	£208.04	British Gas	Gas Church House 2200/1
DD180903	03/09/18	39128	£128.74	£6.13	£122.61	British Gas	Gas Doggett's Barn 2010/3
DD180903	03/09/18	39129	£141.61	£6.74	£134.87	British Gas	Electricity Depot 3010/2/1
DD180905	05/09/18	39115	£52.23		£43.52	Petrocell Holdings Ltd	Ground staff fuel 3070/5
DD180915	15/09/18	39100	£964.51	£160.75	£803.76	E-On UK Plc	Public Street lighting 3130
DD180917	17/09/18	39130	£42.60	£7.10	£35.50	Sage Software Limited	Payroll software 2020/6
DD180918	18/09/18	39103	£161.67	£26.95	£134.72	Petrocell Holdings Ltd	Ground staff fuel 3070/5
DD180920	20/09/18	39132	£38.24	£6.37	£31.87	Edgar's Water	Water cooler rental 2070/3
DD180920	20/09/18	39133	£13.52	£2.25	£11.27	Edgar's Water	Water cooler rental 2070/3
DD180920	20/09/18	39134	£6.32	£1.05	£5.27	Edgar's Water	Water cooler rental 2070/3
DD180920	20/09/18	39135	£7.20	£1.20	£6.00	Edgar's Water	Water cooler rental credit note 2070/3
DD180924	24/09/18	39099	£6.00	£6.00	£0.00	SES Business Water	S/P Cemetery 3010/4/2
DD180924	24/09/18	39107	£143.00	£0.00	£143.00	Sevenoaks District Council	Non Domestic Rates Market Yard 3010/1/3
DD180924	24/09/18	39108	£180.00	£0.00	£180.00	Sevenoaks District Council	Non Domestic Rates Rickards Hall 2220/1/1
DD180924	24/09/18	39111	£31.52	£0.00	£31.52	SES Business Water	Blossoms Park Toilets 3010/4/5
DD180924	24/09/18	39136	£32.93	£0.00	£32.93	SES Business Water	Public Toilets 2010/4
DD180924	24/09/18	39137	£108.84	£0.00	£108.84	SES Business Water	Water Supply Allotments 3010/4/4/2
DD180924	24/09/18	39138	£10.00	£0.00	£10.00	SES Business Water	Depot 3010/4/1
DD180924	24/09/18	39139	£15.00	£0.00	£15.00	SES Business Water	Rickards Hall 2220/1/4
DD180924	24/09/18	39140	£7.00	£0.00	£7.00	SES Business Water	Doggett's Barn 2010/4
DD180924	24/09/18	39141	£10.00	£0.00	£10.00	SES Business Water	Swan lane Allotments 3010/4/4/1
DD180925	25/09/18	39131	£144.73	£24.12	£120.61	Focus 4 U	2010/6/1
DD180926	26/09/18	39104	£23.40	£3.90	£19.50	O2	3010/6/1
IB180918R	18/09/18	39037	£4,231.05	£0.00	£4,231.05	Inland Revenue	Ground staff mobile 2000/1/1/1

## 5.3 Paid Expenditure Transactions

between 01/09/18 and 16/10/18

Start of year 01/04/18

Cheque	Paid date	Tn no	Order	Gross	Vat	Net	Details	Heading
IB180918Pen	18/09/18	39036		£5,166.23	£0.00	£5,166.23	KCC Pension Fund	2000/2
IB180926	26/09/18	39096		£29.14	£0.00	£29.14	Business Stream	3010/5/1
IB180926	26/09/18	39097		£22.14	£0.00	£22.14	Business Stream	2010/5
IB180926sal	26/09/18	39142		£14,595.46	£0.00	£14,595.46	Salaries	2000/1/1/1
<b>Total</b>				<b>£29,421.67</b>	<b>£289.55</b>	<b>£29,132.12#</b>		

Pension contributions  
Waste water cemetery  
Waste water Doggett's Barn

# 5.4 Edenbridge Town Council

## Expenditure transactions - approval list

Start of year 01/04/18

Supplier totals will include confidential items

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque Total
39148	IB181026	£7.21	3050/4	11/09/18	A W Champion Ltd - Treated batten	£7.21
		£7.21			A W Champion Ltd - Total	
39143	IB181026	£72.00	2065	04/10/18	Besure Security Systems - Replacement battery	
39144	IB181026	£229.20	2060/3	24/09/18	Besure Security Systems - Maintenance Renewal	
39145	IB181026	£88.00	2060/3	24/09/18	Besure Security Systems - Maintenance Renewal Depot	£389.20
		£389.20			Besure Security Systems - Total	
39147	IB181026	£9.10	3050/4	02/10/18	Bradford Electrical - White Spirit	£9.10
		£9.10			Bradford Electrical - Total	
39146	IB181026	£252.00	3030/4	28/09/18	BSP ( Knockholt) Ltd - Skip Hire	£252.00
		£252.00			BSP ( Knockholt) Ltd - Total	
39187	IB181026	£934.76	3090/2	16/10/18	Cemetery Refund - Refund of grave purchase	£934.76
		£934.76			Cemetery Refund - Total	
39150	IB181026	£1,156.80	1100	30/09/18	Coppard Plant Hire Ltd - Concrete blocks - Stangrove Pk	£1,156.80
		£1,156.80			Coppard Plant Hire Ltd - Total	
		£44.00			D & M News & Off Licence - Total	
39155	IB181026	£30.00	2020/1	01/10/18	Window cleaning Doggett's Barn	£30.00
		£30.00			Total	
		£20.80			Edenbridge Town Village Hall Charity - Total	
39154	IB181026	£120.74	3140/5/6	11/10/18	Greenbarnes Limited - Noticeboard	£120.74
		£120.74			Greenbarnes Limited - Total	
39156	IB181026	£1,663.20	3140/2	12/10/18	Hever Countryside Services - Hedge cutting various sites	£1,663.20
		£1,663.20			Hever Countryside Services - Total	
39157	IB181026	£31.61	3050/4	05/10/18	Jewson - Tarmac & broom	
39158	IB181026	£9.34	3050/4	04/10/18	Jewson - Pointing tool	
39159	IB181026	£38.59	3050/4	04/10/18	Jewson - Sadolin & paint brush	
39160	IB181026	£18.23	3050/4	04/10/18	Jewson - Sand & Guaging trowel	
39161	IB181026	£113.38	3050/4	02/10/18	Jewson - Hammerite	
39162	IB181026	£5.70	3050/4	04/10/18	Jewson - Ibstock sussex blend	
39163	IB181026	£48.79	3050/4	13/09/18	Jewson - Sadolin	
39164	IB181026	£34.99	3050/4	25/09/18	Jewson - Postcrete	
39165	IB181026	£21.71	3050/4	11/09/18	Jewson - Hand brush & liberty green roll	
39166	IB181026	£5.61	3050/4	11/09/18	Jewson - Washers, bolt & nut & drill bit	£327.95
		£327.95			Jewson - Total	

# 5.4 Edenbridge Town Council

## Expenditure transactions - approval list

Start of year 01/04/18

Supplier totals will include confidential items

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque Total
39167	IB181026	£9.72	2220/4	03/10/18	Kent County Council Commercial Services - Toilet rolls Rickards Hall	
39168	IB181026	£60.72		22/09/18	Kent County Council Commercial Services -	£70.44
	1	£14.76	2210/4		Toilet Blocks - Public Toilets	
	2	£9.72	3090/2		Toilet rolls depot	
	3	£36.24	3050/4		Refuse sacks	
		£70.44			Kent County Council Commercial Services - Total	
39169	IB181026	£110.99	2030/1	10/10/18	Lexis Nexis - Arnold Baker - new edition	£110.99
		£110.99			Lexis Nexis - Total	
39152	IB181026	£15.75	2000/12	05/10/18	Travel expenses	£15.75
		£15.75			Total	
39185	IB181026	£211.38		04/10/18	Pallet Handling Penshurst Ltd -	£211.38
	1	£181.44	3140/6/3		Pound Green bollards	
	2	£29.94	1040		Replacement wood	
		£211.38			Pallet Handling Penshurst Ltd - Total	
39182	IB181026	£248.98	2060/4	11/10/18	Pickerings Lifts - Lift service	£248.98
		£248.98			Pickerings Lifts - Total	
39186	IB181026	£332.58	2060/3	18/09/18	Pyrotec - Fire appliance testing	£332.58
		£332.58			Pyrotec - Total	
39170	IB181026	£1,580.40	3030/5	04/10/18	RWE Rural Services - Tree work	£1,580.40
		£1,580.40			RWE Rural Services - Total	
39174	IB181026	£47.00	3040/2	26/09/18	S&N Machinery - Repairs to Stihl mower	£47.00
		£47.00			S&N Machinery - Total	
39171	IB181026	£2,808.00	1040	21/09/18	Safeplay Playground Maintenance Services Ltd - Repairs to Skate Park	£2,808.00
		£2,808.00			Safeplay Playground Maintenance Services Ltd - Total	
39172	IB181026	£1,080.00	3050/11/8	28/09/18	Sevenoaks Direct Services - Garden waste sacks	£1,080.00
		£1,080.00			Sevenoaks Direct Services - Total	
39173	IB181026	£733.20	3030/1	27/09/18	Sevenoaks District Council - Emptying dog bins	£733.20
		£733.20			Sevenoaks District Council - Total	
39183	IB181026	£78.00	2060/7	15/10/18	Sevenoaks Glazing - Repair leaded light	£78.00
		£78.00			Sevenoaks Glazing - Total	
39175	IB181026	£24.61	4050/1	30/09/18	Solo Protect - Lone working device	£24.61
		£24.61			Solo Protect - Total	
39176	IB181026	£228.90	1040	21/09/18	Streetlights - Repairs to streetlights	
39177	IB181026	£282.00	3110/1	26/09/18	Streetlights - Repairs to streetlights	£510.90
		£510.90			Streetlights - Total	



## 5.4 Edenbridge Town Council

### Expenditure transactions - approval list

Start of year 01/04/18

Supplier totals will include confidential items

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque Total
39178	IB181026	£45.00	3030/3	26/09/18	Surekill Pest Control Services - Pest Control Stangrove Park	£45.00
		£45.00			Surekill Pest Control Services - Total	
39149	IB181026	£815.40	2220/2/3	28/09/18	The Colvin Cleaning Group - Cleaning Rickards Hall	£815.40
		£815.40			The Colvin Cleaning Group - Total	
39180	IB181026	£72.00	3110/1	21/06/18	TrueBuild - Board up damaged window	
39181	IB181026	£126.00	2060/7	10/05/18	TrueBuild - Repairs to leak at Pavilion	
39188	IB181026	£1,369.20	2060/7	04/10/18	TrueBuild - Work at Sports Pavilion	£1,567.20
		£1,567.20			TrueBuild - Total	
39184	IB181026	£5,787.60	2060/7	14/08/18	Valley Builders - Refurbishment works Rickards Hall	£5,787.60
		£5,787.60			Valley Builders - Total	
39179	IB181026	£43.69		24/09/18	Vodafone -	£43.69
1		£24.18	4020		Community Warden phone	
2		£19.51	2010/9		Property manager phone	
		£43.69			Vodafone - Total	
<b>Total</b>		<b>£21,066.88</b>				

## 5.5 Direct Debits September 2018

Date	Supplier	Amount
3	Aviva	936.72
	SDC - Non Domestic Rates Mowshurst Barn	185.00
	SDC - Non Domestic Rates Car park & Public Toilets	516.00
	SDC - Non Domestic Rates Doggett's Barn	403.00
	SDC - Non Domestic Rates Depot	317.00
	British Gas Business - Rickards Hall electricity	186.11
	British Gas Business - Doggett's Barn electricity	187.77
	British Gas Business - Public Toilets electricity	52.06
	British Gas Business - Depot electricity	141.61
	British Gas Business - Doggett's Barn gas	128.74
	British Gas Business - Church House gas	218.44
5	Petrocell	52.23
17	E.On	964.51
	Sage Software	42.60
18	Petrocell	161.67
20	Water Wellbeing	50.88
24	SES Business Water - Forge Croft Allotments	108.84
	SES Business Water - SP Cemetery	6.00
	SES Business Water - Swan Lane Allotments	10.00
	SES Business Water - Depot	10.00
	SES Business Water - Rickards Hall	15.00
	SES Business Water -Public Toilets	32.93
	SES Business Water - Doggetts Barn	7.00
	SES Business Water -Blossoms Park Toilets	31.52
	SDC - Non Domestic Rates Rickards Hall	180.00
	SDC - Non Domestic Rates Market Yard	143.00
25	Focus 4 U	144.73
	o2 ground staff mobile	23.40
On-line payments		
19	Inland Revenue	4,231.05
19	KCC Pension	5,166.23
23	Salaries	14,595.46

## **5.6 Fund Transfer**

### **Capital Reserves**

Transfer In: Nil

Transfer Out: £964.00 Coppards - concrete blocks  
Stangrove Park

### **Revenue reserves**

Transfer In: £248,649 Second half of Precept

Transfer Out: £60,000

## **5.7 Paragraphs 5.1 to 5.5 approved by resolution of the Council:**

---

---

---

## **5.8 Invoices outstanding for more than 3months**

### 5.9 Financial Comparisons

Comparisons between 1 April 2018 and 30 September 2018 Transactions with a ledger date prior to 1 April are excluded (actual amounts shown are net amounts ) The balance is based on the 2018/19 Budget (Items in blue have been actioned on the Capital Reserves Account)

Income for the Council	Budget	Actual	Balance	Expenditure for the Council	Budget	Actual	Balance
Precept	18,762.00	18,762.00	0.00	Working Balance	30,000.00	0.00	30,000.00
Working Balance	30,000.00	0.00	30,000.00	Contingencies	7,725.00	442.00	7,283.00
Contingencies	0.00	0.00	0.00	Grants	7,500.00	0.00	7,500.00
Grants	0.00	295.00	-295.00	Depreciation - Equipment/tools	13,260.00	1,460.74	11,799.26
C Depreciation Fund	0.00	0.00	0.00	Edenbridge Twinning Association	500.00	500.00	0.00
Capital Fund	30,033.00	0.00	30,033.00	Eden Valley Museum	6,000.00	6,000.00	0.00
C Election Expenses	0.00	0.00	0.00	House Project	7,500.00	7,500.00	0.00
Neighbourhood planning	0.00	0.00	0.00	Earmarked Funds	0.00	0.00	0.00
CIL	53,174.75	6,753.13	46,421.62	Capital Fund	1,850.00	24,590.78	-24,590.78
Capital TR Inc Precept	0.00	0.00	0.00	Summer Playscheme	960.00	2,138.84	-288.84
				Bonfire Clean Up	3,500.00	0.00	960.00
				Legal & Professional fees	53,174.75	4,724.66	48,450.09
				CIL			
	<b>131,969.75</b>	<b>25,810.13</b>	<b>106,159.62</b>		<b>131,969.75</b>	<b>47,357.02</b>	<b>84,612.73</b>
<b>Income for Central Services</b>	<b>Budget</b>	<b>Actual</b>	<b>Balance</b>	<b>Expenditure for Central Services</b>	<b>Budget</b>	<b>Actual</b>	<b>Balance</b>
Allocation from Precept	181,320.00	181,320.00	0.00	Staff Costs	166,350.00	81,625.84	84,724.16
Precept 10 Year Building Plan	12,852.00	12,852.00	0.00	Utilities	9,070.00	4,232.09	4,837.91
precept 30 Year Building Plan	23,027.00	23,027.00	0.00	Services	9,615.00	5,118.10	4,496.90
Interest (Barclays Base Rate Reward)	200.00	0.00	200.00	Equipment /Tools	3,800.00	1,197.42	2,602.58
Interest precept	50.00	0.00	50.00	Materials	1,000.00	368.56	631.44
VAT Reclaimed	25,000.00	15,967.76	9,032.24	Buildings	7,500.00	3,455.75	4,044.25
Sundry Receipts	2,925.00	412.80	2,512.20	10 Year Buildings Maintenance Plan	12,285.00	1,224.09	11,060.91
Interest Loydys Fixed Term Deposit	1,000.00	0.00	1,000.00	Reserves TR 10 Year Buildings Maintenance P	567.00	0.00	567.00
Charity Account Transfers	19,000.00	0.00	19,000.00	30 Year Buildings Maintenance Plan	0.00	0.00	0.00
Church House	6,190.00	2,067.50	4,122.50	Reserves TR 30 Year Buildings Maintenance P	23,027.00	0.00	23,027.00
Rickards Hall Lettings	13,000.00	5,909.71	7,090.29	Buildings Materials	2,000.00	286.93	1,713.07
Wl Hall Admin	1,970.00	923.33	1,046.67	Other	6,850.00	3,587.95	3,262.05
Reserves 10 Year Maintenance Plan TF	0.00	0.00	0.00	Charity Account Transfers	19,000.00	0.00	19,000.00
Reserves 30 Year Maintenance Plan TF	0.00	0.00	0.00	Church House	3,250.00	1,465.62	1,784.38
				Public Toilets	9,000.00	3,835.76	5,164.24
				Rickards Hall	13,220.00	6,509.05	6,710.95
	<b>286,534.00</b>	<b>242,480.10</b>	<b>44,053.90</b>		<b>286,534.00</b>	<b>112,907.16</b>	<b>173,626.84</b>

Income for Open Spaces		Budget	Actual	Balance	Expenditure for Open Spaces	Budget	Actual	Balance
Allocation from Precept	152,092.00	152,092.00	0.00	0.00	Staff Costs	106,625.00	57,885.52	48,739.48
Precept 10 yr Maintenance	42,230.00	42,230.00	0.00	0.00	Utilities	12,315.00	7,682.83	4,632.17
Precept 30 yr Maintenance	59,740.00	59,740.00	0.00	0.00	Services	14,880.00	1,546.00	13,334.00
10 yr Sundry receipt	0.00	0.00	0.00	0.00	Equipment/Tools	4,250.00	1,030.72	3,219.28
Cemetery Fees	11,000.00	4,659.25	6,340.75	6,340.75	Materials	17,230.00	10,703.92	6,526.08
Rents	14,993.00	5,420.40	9,572.60	9,572.60	Buildings	2,100.00	1,281.00	819.00
Maintenance Services	5,465.00	2,815.53	2,649.47	2,649.47	Vehicles	9,550.00	3,742.29	5,807.71
Solar Panels	850.00	0.00	850.00	850.00	Contingencies	3,000.00	761.60	2,238.40
Sundry Receipts	9,500.00	5,859.10	3,640.90	3,640.90	Others	1,000.00	403.98	596.02
Reserves 10 Year Maintenance Plan TF	2,373.00	0.00	2,373.00	2,373.00	Small Projects	3,000.00	800.00	2,200.00
30 Year Maintenance Plan TF	0.00	0.00	0.00	0.00	Vandalism	4,000.00	1,905.08	2,094.92
					Footpaths Equipment	200.00	0.00	200.00
					Public Street Lighting	9,500.00	3,966.94	5,533.06
					Public Street Lighting Contract	6,250.00	3,213.60	3,036.40
					10 Year Maintenance Plan	44,603.00	26,365.53	18,237.47
					Reserves TR Balancing 10 Yr Plan	0.00	0.00	0.00
					30 Yr Maintenance Plan	23,175.00	350.00	22,825.00
					Reserves TR Balancing 30 Yr Plan	36,565.00	0.00	36,565.00
						<b>298,243.00</b>	<b>121,639.01</b>	<b>176,603.99</b>
<b>Income for Emergency Planning</b>					<b>Expenditure for Emergency Planning</b>			
Allocation from Precept	275.00	275.00	0.00	0.00	Equipment/Tools	100.00	26.00	74.00
Sundry Receipts	0.00	0.00	0.00	0.00	Others	175.00	0.00	175.00
					Training	0.00	0.00	0.00
						<b>275.00</b>	<b>26.00</b>	<b>249.00</b>

***Councillors are reminded that although the Community Warden is employed by the Council on behalf of the Community Warden Steering Group. Any issues or concerns should be raised with them.***

<b>Income for Community Warden</b>	<b>Budget</b>	<b>Actual</b>	<b>Balance</b>	<b>Expenditure for Community Warden</b>	<b>Budget</b>	<b>Actual</b>	<b>Balance</b>
Precept (ETC Cont)	7,000.00	7,000.00	0.00	Staff Costs	14,500.00	7,133.64	7,366.36
Moat Housing	0.00	1,000.00	-1,000.00	Management Costs	2,625.00	0.00	2,625.00
West Kent Housing	0.00	3,500.00	-3,500.00	Phone	280.00	103.15	176.85
Westerham	0.00	0.00	0.00	CRB Check	0.00	0.00	0.00
John Coldman trust	2,000.00	0.00	2,000.00	Sundries	240.00	-16.56	256.56
Police	0.00	0.00	0.00	Clothing & Supplies	310.00	82.04	227.96
Great Stone Bridge Trust	3,000.00	3,000.00	0.00	Vehicle Running Costs	1,500.00	354.36	1,145.64
KCC	0.00	0.00	0.00	Vehicle Purchase	0.00	0.00	0.00
From Reserves	7,575.00	0.00	7,575.00	Training	120.00	0.00	120.00
Sundry Receipts	0.00	0.00	0.00	CW Reserves	0.00	0.00	0.00
	<b>19,575.00</b>	<b>14,500.00</b>	<b>5,075.00</b>		<b>19,575.00</b>	<b>7,656.63</b>	<b>11,918.37</b>
<b>Nett Balance</b>	<b>736,596.75</b>	<b>555,881.51</b>	<b>180,715.24</b>	<b>Nett Expenditure</b>	<b>736,596.75</b>	<b>289,585.82</b>	<b>447,010.93</b>

## Daphne Slater

---

**From:** @streetlights.co.uk  
**Sent:** 23 September 2018 16:51  
**To:** Daphne Slater  
**Subject:** RE: Street Lighting Maintenance Contract

Dear Daphne,

Apologies for the delayed response, we have had Broadband supply issues for nearly two months and we still only have 5.1Mb now.

In response to your request, I can confirm that when you complete an initial 12 month contract with us, we offer a three year renewal, with the first year at the same price as the previous one.

Subsequent years are increased roughly with inflation, which keeps the whole contract comfortably below inflation.

This is all as per my original email in 2014 (see below).

The reason that there was no increase was an error on our part as there should have been increases in both 2015 & 2016.

As this is to your advantage, we consider the matter closed.

We are currently in year two of the second three year contract and although there will be an increase next year, as stated previously, it will be roughly in line with inflation.

If the TC renew at the end of next year, the following year will be at the same price ie. no increase at all.

The backdrop to all of this is that we do try to keep any increases to a minimum, but these are challenging times for all of us.

We had a letter from a supplier only last month advising us of an 8% increase and another for 5%, but we are tied to the prices that we set at the start of each year.

I'm sorry that I can't give the TC the assurances that they seek, but I believe that a contract that keeps you comfortably below inflation is good value and hope that they can understand our position.

Kind regards,

Ken

**From:**  
**Sent:** 01 September 2014 12:38  
**To:** daphne@edenbridgetowncouncil.gov.uk  
**Subject:** Street Lighting Maintenance Contract

Hi Daphne,

Lindsey has asked me to contact you in regard to the renewal of the Street Lighting Maintenance Contract.

The original contract was for 12 months and ran from July 2013, ending on 30th June 2014.

On renewals we usually offer a three year contract, however to bring you in line with the rest of our client base and the financial year end we would prefer to offer you a two year and nine month contract instead.

You can keep the existing contract documents and I will cover the extension in an addendum letter accordingly.

In terms of payment you would pay three months in July 2014 (£1500 + Vat), six months in October 2014 £3,000 + Vat), and then every April and October thereafter.

I can confirm that the 2014 invoices will be at the same price as last year, and any annual increases after that would be roughly in line with inflation.

We like to keep any increases to a minimum, but are obviously affected by our manufacturers increases, diesel costs etc.

Please let me know if you require any further information.

Kind regards,

Ken  
Streetlights

**From:** Daphne Slater <daphne@edenbridgetowncouncil.gov.uk>

**Sent:** 14 August 2018 12:39

**To:**

k>

**Subject:** Street Lighting Maintenance Contract

Dear Ken

I am writing to you regarding the 3% increase to the maintenance contract effective from 1 May this year. The members of the Finance Committee discussed this at length, and noted that prior to the 4% rise in 2017 there had not been an increase for almost 4 years. They were very concerned about the strain the recent increases had put on Council's Budget, and have asked me to write to you asking for absolute clarity that the price will remain fixed for the next 3 years, until May 2021.

I look forward to hearing from you.

Kind regards

Daphne Slater  
Finance Officer  
01732 865368  
Edenbridge Town Council, Doggetts Barn,  
72a High Street, Edenbridge, Kent TN8 5AR

[daphne@edenbridgetowncouncil.gov.uk](mailto:daphne@edenbridgetowncouncil.gov.uk)

This email may contain privileged/confidential information.

It is intended solely for the person to whom it is addressed.

If you are not the intended recipient you may not copy, deliver or disclose the content of this message to anyone. In such a case please destroy/delete the message immediately and notify the sender by reply email. Opinions, conclusions and other information in this message that do not relate to the official business of



### Investments as at 17 October 2018

Funds Placed with	Amount Invested	Date Invested	Term of Investment	Maturity Date	Rate	Interest due	Arena ID
Lloyds Fixed Term Deposit	£50,000.00	13-Feb-18	12 months	13-Feb-19	0.85%	425.00	13269049000
Lloyds Fixed Term Deposit	£250,000.00	10-Jan-18	12 months	10-Jan-19	0.85%	2,125.00	13197481000
Lloyds Fixed Term Deposit	£200,000.00	09-Oct-18	12 months	09-Oct-19	1.10%	2,200.00	13473750000

#### Bank Account balances at 30 September 2018

Barclays General	263,136.69
Barclays Reserves	213,004.55
Lloyds General	45,891.30
Petty Cash	200.00

#### Available funds at end of September

£522,232.54

#### Investments

300,000.00

#### Council Total Funds as at 31 September 2018

£822,232.54

#### Following Investment

##### As at 9 October 2018

	63,136.69
	213,004.55
	45,891.30
	200.00

£322,232.54

500,000.00

£822,232.54